

PRICE-NEGOTIATION MEMORANDUM

FEDERAL SUPPLY SCHEDULE: MULTIPLE AWARD SCHEDULE 69: Training Aids and Devices, Instructor-Led Training; Course Development; Test Administration – Programmed Learning Devices

Solicitation Number: 2FYA-AR-060001-B

Solicitation Background: Continuous Open Seasons, reissued on 11/1/2007. The solicitation contained 6 Special Item Numbers. It is a request for proposals under the Multiple Award, Federal Supply Schedule for the period of 5 years from Date of Award.

Offeror: National Forensic Science Technology
Center (NFSTC)
7881 114th Avenue North
Largo, FL 33773-5028

Mr. Kevin Lothridge,
CEO
Phone #: 727-549-6067
Fax #: 727-549-6070

DUNS: 008136678

Marketing Category: Non-Profit Organization

Estimated Contract Award: (b) (5)

(b) (5)

Special Item Number(s) Offered:

SIN # 1 – 27-400 - Instructor Led Training & Web Based Training

SIN # 2 – 27-500 – Course Development

Offeror Background: Forensic Training & Technical Assistance

National Forensic Science Technology Center (NFSTC), is an independent Corporation established in 1995 by the American Society of Crime Laboratory Directors (ASCLD). NFSTC began operating in July 1996 and operated on a fee for service basis for the products and services it developed to support the activities of the criminal justice community, (including public crime laboratories, medical examiners, law enforcement agencies, academic institutions, and other professional forensic science organizations). NFSTC maintains a permanent, full-time staff of 25-30 employees, and more than 140 off-site private consultants located throughout the U.S. In the Justice community their Executive Team has over 80 years of combined management and forensic science experience.

NFSTC has three (3) primary business units: Support Services, Training and Technical Assistance. The Support Services Unit includes Human Resources and Organizational Development,

Accounting and Finance, Contracts and Compliance and Information Services Representatives from each area of the Support Services Unit work with the Executive Team to develop policies and procedures on behalf of the entire organization. The policies and procedures are designed not only to ensure business operations comply with all aspects of governmental requirements, but they also help to maintain a consistency in the level of quality the organizations has established for its products and services.

NFSTC has cited on their CSP-1 – Commercial Sales Practices Format the following Customers: USDOJ, USDOD, and USEPA & State & Local (State Crime Laboratories). NFSTC is offering these Federal & State & Local Government customers, no standard discounts off of their commercial price list dated January 1, 2008. FOB Terms are Destination.

However, the NFSTC currently provides forensic science services to some Federal and State agencies on a cost-basis and cost-plus basis. These costs include direct labor, direct material, and general and administrative costs. Often, NFSTC works with agencies whose training budgets are constrained to negotiate a rate that falls within their budgetary allowances, while also meeting the requirements of their training programs, (see letter dated 4/3/2008, attached).

Acronyms: U.S. Department of Justice - (USDOJ)
U.S. Department of Defense - (USDOD)
U.S. Environmental Protection Agency- (USEPA)

NFTSC is offering GSA, for Special Item Numbers (SIN), 27-400 – Instructor Led Training and 27-500 – Course Development as cited on GSA's Offered Price List, a basic 10% discount. However, the NFSTC currently provides forensic science services to some Federal and State agencies on a cost-basis and cost-plus basis as cited above. If these same criterions are met GSA will received the same consideration. Also, NFSTC guarantees that no other agency will recognize a better offer than the one made to the GSA for this service, (see letter dated 4/3/2008). No other discounts are being offered. FOB Term is Destination including 48 contiguous states and including Hawaii, Puerto Rico and Alaska. Prompt Payment Terms are -- Net 30 Days.

Requirements for Cost or Pricing Data:

Cost or Pricing Data is not required since the contractor is offering commercial items as defined in Far 2.101. Pursuant to FAR 15.403-1(b)(3), commercial services are exempt from the requirement for cost and pricing data. In accordance with FAR 15.403-3, GSA obtained other than cost and pricing data and information through market research to determine the fairness and reasonableness of proposed pricing.

(b) (5)

Summary of initial offer:

NFSTC most favored class of customer is MFC, USDOJ, USDOD, & USEPA & State & Local Government (State Crime Laboratories). When comparing discounts/prices to NFSTC MFC, MFC receives no standard discounts. However, NFSTC currently provides forensic science services to some Federal and State agencies on a cost-basis and cost-plus basis. NFSTC guarantees that no other agency will recognize a better offer than the one made to the GSA for this service. No other discounts are being offered off of their January 1, 2008, commercial price list, (see letter dated 4/3/2008). FOB to MFC is FOB Destination

GSA is being offered for both Special Item Numbers 27-400 & 27-500, a basic 10% discount off of NFSTC January 1, 2008, commercial price list. NFSTC currently provides forensic science services to some Federal and State agencies on a cost-basis and cost-plus basis. GSA will receive the same consideration when the same criteria are met. NFSTC also, guarantees that no other agency will recognize a better offer than the one made to the GSA for this service (see letter dated 4/3/2008 attached.) No other discount is being offered. FOB Term is Destination including 48 contiguous states and including Hawaii, Puerto Rico and Alaska. Prompt Payment Terms are – Net 30 Days.

(b) (5)

Negotiators:

Ms. Priscilla Miller, MBA
Compliance Operations Manager
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Center (NFSTC)
7881 114th Avenue North
Largo, FL 33773-5028

Phone #: 727-549-6067 ext 109
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Email Address: Priscilla.Miller@nfstc.org

AND

Yvonne Scott-Shider, Contracting Specialist/2QSAAB
Contracting Officer for GSA

Final Proposal Revision (FPR):

By letter dated Wednesday, April 9, 2008, to the attention of Mr. Kevin Lothridge, CEO. Mr. Lothridge was asked to submit their firm's final proposal revision (FPR), by the closed of business, Wednesday, April 16, 2008.

The FPR was faxed and mailed on Wednesday, April 9, 2008, for reply date for Wednesday, April 16, 2008. NFSTC FPR was dated, April 9, 2008, and was received by the required date. The Government and NFSTC agree that the basis of award is based on USDOJ, USDOD & USEPA & State & Local Government (State Crime Laboratories), as being their firm's Most Favored Classes of Customers.

As a result from the FPR the terms and conditions offered initially to the General Services Administration (GSA), resulted in changes from their original submission, (see FPR letter dated April 9, 2008.)

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A. Comparison of terms and conditions offered to MFC as compared to the Government

	Most Favored Customer (MFC) USDOJ, USDOD, USEPA & State & Local Government (State Crime Laboratories)	Government (GSA)
Discounts: <ul style="list-style-type: none"> • Basic: • Quantity (units) • Volume (\$) 	Instructor Led Training & Web Based Training & Course Development No standard discount is being offered to MFC. However, NFSTC currently provides forensic science services to some Federal and State agencies on a cost-basis and cost-plus basis, as cited above, (see letter dated 4/3/2008).	SIN: 27-400 GSA is being offered for Special Item Numbers, a basic 15% discount off of NFSTC commercial price list dated 1/1/2008. SIN 27-500 GSA is being offered a basic 15% discount off Labor Categories. When orders meet certain dollar volume thresholds (\$25,000-\$75,000 & Up), NFSTC will offer the greater of the 15% basic discount for labor categories or a 10% volume discount for the order. Whichever discount is of greater value to the GSA customer, see email 4/14/2008. Also, GSA will receive the same consideration when agencies meet the same criterion as NFSTC Federal and State agencies. NFSTC guarantees that no other agency will recognize a better offer than the one made to the GSA for this service (see letter dated 4/3/2008).
	Destination	Destination
Delivery Time:	30 Days ARO	30 Days ARO
Concessions:	N/A	N/A
Prompt Payment:	Net 30 Days	Net 30 Days
Warranty:	N/A	N/A
Return Goods Policy:	N/A	N/A
Delivery Scope:	N/A	N/A

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SIN: 27-400 - Instructor Led Training & Web Based Training	National Forensic Science Technology Center (NFSTC) GSA Price
One (1) days Course	\$1,075
SIN 27-500 - Course Development	
Logistics	\$60.00
Subject Matter Expert	\$78.00
Subject Matter Expert	\$78.00
Training Specialist	\$60.00
Management/Oversight	\$130.50

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GSA therefore, deemed that NFSTC proposed prices as indicated above are fair and reasonable.

Excluded Parties Listing System (EPLS):

See EPLS dated 4/15/2008 and 4/2/2008 - Offeror was not listed.

Central Contractor Registration (CCR): See CCR dated 4/2/2008 - is valid until 12/10/2008.

On-line Representations and Certifications Application (ORCA):

See ORCA dated 2/10/2007 thru 12/10/2008 of completion ORCA. Business Type as indicated on ORCA is: Large Business Concern.

Open Ratings Past Performance Evaluation Report (PPE):

The Open Rating Report has been completed and submitted. The date of the report is 10/30/07

D & B Open Ratings overall Summary Performance Rating is: 93

Reliability: 96

Cost: 93

Order Accuracy: 92

Delivery/Timeliness: 94

Quality: 92

Business Relations: 96

Personnel: 97

Customer Support: 93

Responsiveness: 95

GSA Form 527/Financial Statements/Duns & Bradstreet Comprehensive Report:

NFSTC submitted their Financial Statement. Based on their submission and review, NFSTC's financial capability is acceptable. Current Assets/Current Liabilities equal 2.7 to one (1) ratios. Therefore, NFSTC is being determined financially capable to maintain a contract with an estimated dollar of sales (b) (5) see under Tab 17.

Subcontracting Plan:

A subcontracting plan was requested and approved by all assigning official. Offer is a Large Business Concern -- see Tab 23b.

Equal Employment Opportunity (EEO) Clearance:

An EEO clearance was not required.

Pre-Negotiation Panel:

A pre-negotiation clearance panel is not required.

JWOD (if applicable):

N/A

Trade Agreements

Offeror agrees to comply with the Trade Agreement Act.

Responsibility Determination Summary:

The Open Ratings Report indicated that the company's overall performance in the commercial industry with past suppliers showed 93% out of 100% with no customer complaint. It also cited annual sales for this company \$5,946,013.

Proposal Deficiencies/Clarifications needed:

All documents has been submitted and are on file

Contractor Central Registration (CCR), EPLS, and On-Line Representations & Certifications Application have been reviewed and are on file and are acceptable as required/outlined in the Solicitation.

(b) (5)

Price Reduction Clause:

The Most Favored Customer(s) is USDOJ, USDOD, & USEPA & State & Local Government (State Crime Laboratories). Contracting Officer and the Offeror agree that (1) USDOJ, USDOD, & USEPA & State & Local Government (State Crime Laboratories), will be the basis of award, and (2) the Government's price or discount relationship of USDOJ, USDOD, & USEPA & State & Local Government (State Crime Laboratories) shall be maintained throughout the contract period. Any change in the Contractor's commercial pricing or discount arrangement applicable to USDOJ, USDOD, & USEPA & State & Local Government (State Crime Laboratories), which disturbs this relationship, shall constitute a price reduction.

All revisions and documents received in response to this proposal's evaluation are hereby incorporated as part of this Offeror's contract. The clauses, terms and conditions of Schedule 69, Solicitation Number 2FYA-AR-060001-B are hereby incorporated into this Offeror's contract.

An award is recommended.

Prepared by:

(b)(6) Yvonne Scott-Shider

Contract Specialist/2QSAAB

4/15/2008
Date

Approved by:

(b)(6) Robert Woodside

Contracting Officer Team Leader/2QSAAB
Contracting Officer

4/15/08
Date

(b)(6) Robert Woodside

Director of 2QSAA

4/15/08
Date